

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of July 25, 2006**

- I. **ROLL CALL:** Chair Richard Sutor, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Jim Wilson. Also present were Manager Allard, Superintendent of Public Works William Lyon, Bob Murphy (Efficiency Vermont), Tony Moulton (Northfield Boys & Girls Club, and Michael Popowski Greater Northfield Coalition Council.

Chair Sutor called the meeting to order at 7:00 p.m.

II. **PUBLIC PARTICIPATION (Scheduled)**

- a. **Michael Popowski (Chair, Greater Northfield Coalition Council): Sign Locations Approval:** Suzanne Jolly, Executive Director of the Northfield & Roxbury Drug-free Communities submitted a request for a sandwich-board sign. The request was submitted for sandwich boards to the Planning Commission. Tony Moulton, Director of the Northfield Boys & Girls Club, came forward and echoed a similar request. However, the request for the Boys & Girls Club was made to the Gray Building Coalition, as they are the owners of the property. Motion by Trustee Wilson, seconded by Trustee Baraw, to approve the request from the GNCC as outlined in the letter from Ms. Jolly, pending approval from the Planning Commission. **Motion passed 5-0-0.**

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **July 11, 2006 (Regular Meeting).** Motion by Trustee Wilson, seconded by Trustee Hambleton, to approve the minutes. **Motion passed 5-0-0.**

b. **Approval of Bills**

1. **Warrant #03-07.** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve Warrant #03-07 in the amount of \$52,931.21. **Motion passed 5-0-0.**

- c. **King Street Substation Upgrade Project.** There was a memo in packets from Manager Allard. The memo outlined that it will take about a year to get the new transformer. Manager Allard is recommending that we install the cooling fans. The estimated cost is \$10,000. There is an additional load coming on now and we are in summer peak. We are currently running close to the maximum. Motion by Trustee McCarney, seconded by Trustee Wilson, to authorize to go ahead with the fan installation subject to necessary approval. **Motion passed 5-0-0.** Motion by Trustee McCarney, seconded by Trustee Wilson, to authorize the manager to go ahead and order the new transformer and start process with Public Service Board. Trustee Wilson stated that we're not getting the information as soon as we should be, as we are "50-50 partners". Trustee McCarney is looking for the estimated demand increases. Trustee McCarney is looking for more information from the engineers. **Motion passed 5-0-0.**

- d. **Efficiency Vermont:** Bob Murphy attended from Efficiency Vermont. Northfield has been selected to participate in the Community Energy Initiative. The goal is for 35% participation based on the recent census. Trustee McCarney noted that the census included the Norwich students so this may skew the data and the 35% goal.

IV. **REPORTS**

a. **Village Manager**

1. **Water system.** There are three phases. Phases 1 and 2 are done. They are still designing phase 3.

2. **Site Visit(s).** There will be a tour of the Municipal Building at 6:00 p.m. on August 15, 2006 (prior to the next regular Board of Trustees meeting). There will be some more tours in the future.

b. Committee Reports

1. **Merger Committee.** There was a meeting of the Merger Committee held on July 17, 2006. The minutes were distributed in the packets. The committee welcomed two new members and held a discussion of the Committee's goals and directions.

c. Miscellaneous:

1. **Village Common Upgrade Project.** Superintendent Lyon stated that the fences are up for the tentative islands. There were some changes made but the temporary barricades are doing well. There was a change on the corner of Central Street and Depot Square; it was shortened by five (5) feet or so to assist drivers making the corner. Also, the barricade on Main Street turning onto Depot Square by the Common Café was shortened so truckers could easier turn right onto the Common. Superintendent Lyon noted that the one on Main Street across from the Common Café needs to be extended because cars still try to pass on the right cars waiting to turn left onto Depot Square.
2. **Safety Day.** Trustee Baraw said a thank you for another successful Safety Day on Saturday.
3. **Tax Rate:** The tax rate has not been set yet.

V. PUBLIC PARTICIPATION (Unscheduled): None.

VI. EXECUTIVE SESSION: Motion by Trustee McCarney, seconded by Trustee Wilson, to go into executive session to discuss a personnel matter without the Manager present. **Motion passed 5-0-0.**

The Board went into executive session at 8:40 p.m.

Motion by Trustee Hambleton, seconded by Trustee Wilson, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 8:50 p.m.

Motion by Trustee Hambleton, seconded by Trustee Baraw, to authorize the Chair to sign the Manager's contract. **Motion passed 3-0-2, with Trustees McCarney and Wilson abstaining.**

VII. ADJOURNMENT: Without objection, the meeting adjourned.

The Board adjourned at 8:52 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next scheduled meeting.